

# PPM 630

# TICKET TO WORK PROGRAM

---

## CONTENTS

### Purpose

### Policies and Procedures

- 630-01. Ticket Status during VR Program Participation**
- 630-02. Selection of an Employment Network (EN)**
  - 1. List of Available ENs**
  - 2. Assignment of the Ticket**
- 630-03. Verification of Work Earnings**
- 630-04. Continuing Disability Review**

## PURPOSE

The Ticket to Work program is a federal employment program for people with disabilities who are interested in going to work. The program was created by the Ticket to Work and Work Incentives Improvement Act of 1999, intended to remove barriers that previously discouraged people from seeking and accepting employment by loss of Social Security benefits.

Under the Ticket to Work program, the [Social Security Administration \(SSA\)](#) provides disability beneficiaries with a “ticket” they may use to obtain services and work from organizations referred to as employment networks (ENs).

The SSA has contracted with a private company, Maximus, to function as the Operations Support Manager and the Ticket Program Data Operations Center Manager for the program. Maximus is responsible for administering oversight and process support necessary to sustain ongoing Ticket Program operations.

[AUTHORITY: State agency policy; federal regulations, 34 CFR 361.1; 361.12; 361.13(c); 361.39; 361.49(a)]

## **POLICIES AND PROCEDURES**

### **630-01. Ticket Status during VR Program Participation**

During the consumer's participation in VR program services, the consumer's ticket is considered in use, and cannot be assigned to another EN. VR [Central Support Services \(CSS\)](#) staff are responsible for notifying Maximus of the ticket status each month throughout the provision of VR services.

[AUTHORITY: State agency policy; federal regulations, 34 CFR 361.1; 361.12; 361.13(c); 361.39; 361.49(a)]

### **630-02. Employment Network (EN) Selection**

#### **1. List of Available ENs**

A list of valid ENs can be found at the Ticket to Work Program website, [www.yourtickettowork.com](http://www.yourtickettowork.com).

#### **2. Assignment of the Ticket**

The Ticket to Work Program is flexible, and participation is voluntary. SSA beneficiaries are not mandated to participate; however, if a consumer would like to assign his or her ticket to an EN, the consumer must do so within 90 calendar days of VR case closure. The counselor must assure timely VR case closure in order that the consumer's ticket

can be assigned to an EN within the allowed time period. Once the consumer has made an informed choice about which EN they have chosen, the consumer will be asked to complete and sign an [Intent of Employment Network \(EN\) Selection](#) form. The Counselor must provide copies of the completed form to the consumer, the EN selected, and the VR CSS. The VR Counselor must incorporate the Intent of Employment Network (EN) Selection form into the consumer's record of services.

### **630-03. Verification of Earnings**

Throughout the consumer's participation in the Ticket to Work Program, the consumer must submit pay stubs or other verification of employment earnings to the SSA and the EN.

### **630-04. Continuing Disability Reviews**

While a consumer's ticket is considered to be in use, the consumer is protected from any Continuing Disability Review conducted by the SSA to verify continued benefits eligibility, provided that timely progress is being made toward the consumer's work goal.

[AUTHORITY: State agency policy; federal regulations, 34 CFR 361.1; 361.12; 361.13(c); 361.39; 361.49(a)]

